

5 June 1959

MEMORANDUM FOR: Chairman, ORR Career Service Board

FROM: Chief, Geographic Research Area

SUBJECT: Request for Transfer from Nonprofessional
to Professional Position

25X1A9a

1. In anticipation of submitting a request for the promotion [redacted] from GS-7 to GS-9, it is requested that approval be granted for her transfer from a nonprofessional to a professional position status. [redacted] who has a B. A. degree 25X1A9a from George Washington University, has been working in the Coordination Staff of the Geography Division since April 1958.

2. During her tour of duty as an Intelligence Assistant in one of the regional branches, she demonstrated outstanding capabilities to perform at a higher level. When the Coordination Staff needed strengthening to meet its production requirements, [redacted] was 25X1A9a selected for transfer to that Staff with the idea that she had the capability of fulfilling many of the requirements for coordination and production of NIS at that time and the potential for professional growth. Since April 1958 she has demonstrated that she has been able to perform at a professional level which has been commensurate with the performance of other analysts at grades beyond the GS-9. Her mature judgment and professional attitude toward her duties are reflected in the excellent coordinating job that she has been able to do with the NIS Chapters IX which have been approved and accepted by OBI.

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ORR:Ch/G [redacted] /mmk(2800)

Distribution: 0 & 1 - CSB/RR
1 - St/A/RR
2 - Ch/G/RR
2 - D/GG